

At a hybrid meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** held on Wednesday 4th September 2024 commencing at 6.00pm.

PRESENT

Councillor A. J. Rutherford (Chair)

Councillors M. Blackwell, Mrs J. Butterfield JB MBE, Mrs J. Chamberlain-Jones, Mrs E. M. Chard, Mrs J. M. Evans, S. Feeney, Miss S. Fleming, Mrs J. Hughes, A. R. James, K. R. Jones, Mrs D. L. King, B. Mellor, Ms R. S. Roberts, Ms V. Roberts, D. Simmons, A. Walker and Miss C. L. Williams.

Mr G. J. Nickels – Town Clerk
Miss H. J. Windus – Deputy Clerk

26. APOLOGIES & PRESENTATION

Apologies were received from Councillors Mrs M. A. Blakeley-Walker and Ms J. L. McAlpine.

The Chair took the opportunity to present Councillor Mrs J. Hughes with her long-service medal, marking her 12 years-service as a Bodfor Ward Councillor.

27. VACANCY IN THE OFFICE OF COMMUNITY COUNCILLOR – RHYL TRELLEWELYN WARD

The Chair confirmed that an election would take place on Thursday 26th September 2024, and that there would be two candidates, Mr David Jones (Welsh Labour) and Mr Will Price (Welsh Conservatives).

28. PAYMENTS AND RECEIPTS REPORT (SCHEDULE A)

The Chair referred to the Town Clerk’s report (circulated with agenda) detailing the schedule of payments made and income received.

July

Voucher No.	Supplier name	Amount	Description of Goods & Services
1854	BT	551.61	Telephone calls & line rental
n/a	Tesco	3.00	Mobile phone insurance
n/a	Tesco	12.99	Mobile phone charges
1865	HSBC	8.00	Bank charges
1847	RTC Staff	8,425.73	Net Salaries for July 2024
1845	HMRC	2,959.92	PAYE deductions for June 2024
1846	Flintshire CC – Clwyd Pension Fund	3,173.10	Pensions deductions for June 2024
1808	Denbighshire CC	811.00	NNDR for Civic Offices, Wellington Rd, Rhyl – payment 4 of 10
1848	Benefits Advice Shop	1,213.33	Appeals Officer – payment 4 of 12
n/a	Tesco	3.00	Mobile phone insurance

n/a	Tesco	12.99	Mobile phone charges
	Total payments	£17,174.67	

Category	Description	Amount
Santander	Interest on 31 Day Notice Account	286.44
HSBC	Interest on 7 Day Deposit	26.08
HMRC	VAT Refund for Q1 (April to June 2024)	933.60
HSBC	Interest on 7 Day Deposit	26.08
HSBC	Interest on 7 Day Deposit	26.09
	Total income	£1,298.29

August

Voucher No.	Supplier name	Amount	Description of Goods & Services
n/a	Tesco	3.00	Mobile phone insurance
n/a	Tesco	12.99	Mobile phone charges
1873	HSBC	8.00	Bank charges
1877	RTC Staff	8,425.72	Net Salaries for August 2024
1875	HMRC	2,960.11	PAYE deductions for July 2024
1876	Flintshire CC – Clwyd Pension Fund	3,173.10	Pensions deductions for July 2024
1808	Denbighshire CC	811.00	NNDR for Civic Offices, Wellington Rd, Rhyl – payment 5 of 10
1848	Benefits Advice Shop	1,213.33	Appeals Officer – payment 5 of 12
n/a	Tesco	3.00	Mobile phone insurance
n/a	Tesco	12.99	Mobile phone charges
	Total payments	£16,623.24	

Category	Description	Amount
Santander	Interest on 31 Day Notice Account	295.99
HSBC	Interest on 6 Month Deposit matured	1,975.07
HSBC	Interest on 1 Month Deposit matured 19 th August 2024	802.19
Denbighshire CC	Precept 2 of 3 for 2024/25	190,698.00
	Total income	£193,771.25

RESOLVED that the report was received and approved.

29. **AUTHORISATION OF PAYMENTS/ADDITIONS TO APPROVED SUPPLIERS LIST (SCHEDULE B)**

Further to min.no.143 of the meeting of Council held on 15th March 2017 and in accordance with the council's adopted financial regulations, the Chair referred to the Town Clerk's submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

Voucher Number	Supplier	Details of Supply	Amount £
1874	Zoom	Zoom renewal for 2024	155.88
1878	Towyn & Kinmel Bay Town Council	2x tickets for charity event on 5 th Sept 2024	20.00
1879	Cllr C. L. Williams	Mayoral Allowance 24/25 – payment 2 of 3	433.34
1880	Cllr A. Walker	Deputy Mayoral Allowance 24/25 – payment 2 of 3	133.34
1881	Cllr C. L. Williams	Senior Role Allowance 24/25 – payment 2 of 3	166.67
1882	Cllr A. Walker	Senior Role Allowance 24/25 – payment 2 of 3	166.67
1883	Sage & Co	Payroll fees Q1 24/25	108.00
1884	Sandra Williams	Translation services	293.70
1885	Canda Copying Ltd	Copier rental	259.32
1886	Canda Copying Ltd	Copier charges	261.46
1887	North & Mid Wales Association	Membership Fee for 2024	110.00
1888	Home Bargains	Stationary & Cleaning materials	40.67
1889	CCLL North Wales	2x tickets for Afternoon Tea fundraiser event on 10 th Sept 2024	28.00
1890	BJS Solutions	ICT Hardware Support contract 2024/25	1,554.00
1891	Bay of Colwyn Town Council	2x tickets for Charity Quiz Night on 14 th Sept 2024	16.00
	Total Schedule B		£3,747.05

RESOLVED that the schedule was approved for payment and signed by two councillors.

30. **FINANCIAL ACCOUNTS TO 31st JULY 2024 AND FORECAST FOR 2024/25**

The Town Clerk made reference to his and the Finance Officer's joint report (circulated with agenda) showing a forecasted surplus of £106,423 (before transfers to specific reserves) although this could change after consideration of two items later on tonight's agenda.

RESOLVED that the report was noted.

31. **APPOINTMENT OF ADDITIONAL COMMUNITY SCHOOL GOVERNOR – YSGOL CHRISTCHURCH**

Further to min.no.5 of the Annual Meeting of Council, the Chair reported the resignation of Councillor Mrs D. L. King from the position of the Town Council's appointed School Governor, and asked members to consider nominating a replacement.

RESOLVED that Councillor Mrs E. M. Chard was appointed.

FURTHER RESOLVED that Standing Orders be suspended to enable the Town Clerk to respond as a matter of urgency.

32. PROPOSED TOWN COUNCIL POLICY: BUDGET SETTING PROCESS

In accordance with the recommendations of the Council's Internal Auditor, the Town Clerk advised that the robust process worked to by the Town Council since 2017, needed to be formalised by way of a Town Council Policy, as suggested as Appendix 1, for members' approval.

RESOLVED that the Budget Setting Process Policy was approved.

33. MEMBER'S ITEM: PARKING ON PAVEMENTS

Councillor Mrs J. Butterfield JP MBE, sought members' support for representations to be made to the appropriate authorities, to reduce parking of vehicles on pavements.

Members agreed that this was happening across Rhyl, which was not just inconvenient and unsightly, but was also leading to the damaging of paving stones and in some situations inconsiderate parking was making visibility on corners and at junctions a risk.

A member added that there is a tendency for owners of electric vehicles to park as close to their homes and to their charging points as possible, which was also part of the problem.

RESOLVED that the Town Clerk to write to Denbighshire County Council's Head of Planning, Public Protection and Countryside Service, Mr Emlyn Jones to inform him of the problem and to ask who's responsibility parking enforcement was.

34. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the Press and Public be excluded from the Meeting for consideration of the following items of business in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, on the grounds of confidentiality.

35. APPROACH BY EVENTS COMPANY

The Town Clerk confidentially reported on an approach made by an individual, seeking the Town Council's support (not financial) and advice on future potential events in Rhyl.

RESOLVED that members were happy to receive a presentation from the individual and their organising partners in the future, once an event type had been decided upon.

36. SUMMERTIME WEEKENDER

The Chair reported receipt of correspondence from Denbighshire Leisure Limited (circulated with agenda) relating to the Summertime Weekender event held at the Pavilion Theatre, to which the Town Council makes a financial contribution, for members information.

RESOLVED that the Town Clerk to pass on members' congratulations on the performances and also that they felt a compare would have improved people's enjoyment even further to hold their attention in-between acts.

37. PROPOSED TOWN COUNCIL POLICY: UNACCEPTABLE BEHAVIOUR TOWARDS COUNCILLORS / STAFF

The Town Clerk asked members to consider and approve the implementation of a draft policy with regard to unacceptable behaviour towards members of the Town Council and its staff (Denbighshire County Council's equivalent policy circulated with agenda, for information).

Members gave a number of examples of having been subjected to verbal abuse and threatening behaviour during their time as councillors.

A member reported that they had been advised by the Police Commissioner of a Malicious Communication law, that people could refer to when reporting these incidents.

RESOLVED that:

- (i) Councillor A. J. Rutherford to provide contact details of a police officer who gave a presentation to Agents and Candidates prior to this year's General Election, with a view to them being invited to attend a future meeting of Council to provide safety advice.
- (ii) The Town Clerk to draft an Unacceptable Behaviour Policy for both councillors and staff.

FURTHER RESOLVED that Standing Orders be suspended to enable the Town Clerk to respond as a matter of urgency.

38. DENBIGHSHIRE COUNTY COUNCIL (DCC) – CONSULTATION ON PUBLIC TOILETS

Further to min.no.23 of the meeting held on 3rd July 2024, the Town Clerk referred to his confidential report (circulated with agenda) to assist members in further considering the request from DCC for the Town Council to provide financial support to enable the continuing operation of public toilets in Rhyl.

RESOLVED that the Town Council is prepared to continue negotiations with DCC with regard to some level of provision.

FURTHER RESOLVED that Standing Orders be suspended to enable the Town Clerk to respond as a matter of urgency.

39. DENBIGHSHIRE COUNTY COUNCIL (DCC) / NORTH WALES TOURISM – REQUEST FOR FINANCIAL SUPPORT

Further to min.no.47 of the meeting of Council held on 17th July 2024, the Chair presented the DCC Budget Pressures Sub-Committee's confidential report and recommendations (circulated separately to the agenda) with regard to the above request.

RESOLVED that 50% of the request (£8,100) was approved to ensure that Rhyll's Tourist Information Centre remains open from October to December 2024.

FURTHER RESOLVED that Standing Orders be suspended to enable the Town Clerk to respond as a matter of urgency.

[Councillor A. R. James declared a personal and prejudicial interest in the above item due to his position as DCC Cabinet member with his area falling within his portfolio, and vacated the Chamber taking no further part in discussions or voting thereon]

40. CLOSURE OF MEETING

There being no further items of business the Chair declared the meeting closed.

Chair:

Date: